

STATE OF UTAH



PER DIEM ALLOWANCE FOR MEMBERS OF EXECUTIVE BOARDS

Name of Board Member \_\_\_\_\_

Name of Board \_\_\_\_\_

I understand that as a board member, I may be eligible to receive per diem for each official meeting I attend. Travel expenses and meal allowance may also be paid, based on current state reimbursement rates as established by the State Division of Finance. I know that per diem and reimbursement are dependent on agency budgets and must be approved by the executive director of the department. As a public service to the state, I may choose to decline to receive per diem and expenses for my service.

In view of the foregoing, I attest:

- I am employed by state or local government, higher education or the Legislature, and am therefore not eligible to receive per diem and expense reimbursement for my work as a member of this board.
- I am eligible to receive per diem and expense reimbursement.

In addition, I elect:

- To receive per diem as allowed by law.
- To receive expense reimbursement as allowed by law.  
I understand that funds are paid in accordance with rates established by the State Division of Finance, are dependent on agency budgets and must be approved by the executive director of the department. I understand that by selecting one or both of these options, I will be asked to fill out additional forms and provide appropriate personal information to the department.
- To decline per diem and expense reimbursement. I choose this option as a public service to the state of Utah.

This agreement shall remain in effect until it is cancelled by either party or until the named board member is no longer affiliated with the named board or commission.

\_\_\_\_\_  
Signature of Board Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Department Representative

\_\_\_\_\_  
Date